

FRIENDS OF THE ASHTON ARMOURY MUSEUM

Minutes of Executive Meeting held at 09:40 hrs 4 Mar 2017 at the Ashton Armoury.

Present	President	Chris Preston
	Vice President	John Ducker
	Secretary Treasurer	Doug Braun
	Director	Bill Rowbottom
	Director	Wayne Dauphinee
	Immediate Past Pres	Peter Laursen.
	Ex-officio	Museum Director – Ted Leaker
Absent	Director	Paul MacNeill

The President called the meeting to order and thanked everyone for attending.

A Review was done of the minutes of the last executive meeting. No points arose from the review.

Old Business - A report was presented on the Tourist In Your Home Town weekend. Both sales and attendance were lighter than last year. Although sales were light we did make a couple of contacts of people that are interested in our surplus items. As far as attendance is concerned it was decided to review our opening hours before we register to do the event next year. Once again, many visitors commented that they did not know the Armouries let alone the museum were there and that was the main objective of the activity.

Financial Report: The secretary-treasurer advised the executive of the current financial status. A budget was presented for each of our main activities, with a large amount being held back in contingency, depending on the outcome of the Gaming Grant application. Some observations were made when we received our last year's grant. The gaming commission emphasized that we could not do transfers of gaming funds to the general account to cover petty cash purchases. In future all petty cash purchases will be done from the General Account, therefore purchases from gaming will have to be done by cheque. They also asked for a copy of the financial arrangement between the museum and the friends, as to who pays for what. Treasurer will action. Another observation was the requirement for a Purchase Authorization form to be used before purchases are authorized. Treasurer will implement.

Reports:

President - the president advised the meeting that Diane is stepping down from the gift shop. A volunteer is required to replace her. Wayne said he will work on it.

Discussion was held reference the requirement for guides for visiting groups so that individuals working on projects don't have to stop what they are doing. All were reminded that there are only so many volunteers to go around.

Question was raised as to whether email sent to all friends was action, cc or bcc. Bcc is being used mainly to avoid reply to all volumes of email.

Vehicle update - UN jeep currently undergoing regular maintenance. CMP 3 Ton wrecker may require extensive engine work.

President announced that the British Car Club meet will be held on Fathers Day 18 June.

President discussed the Military Vehicle Preservation Association. It was decided that it may be a good point of contact for our museum to obtain parts and discuss similar vehicle issues. Annual membership is \$60.00 - executive agreed to join.

Vice-President

VP discussed the requirement to decide on a standard data base program to be used for all Friends inventory, including the library.

Secretary Treasurer

The Secretary Treasurer advised that the tourist in your own home town brought in \$608.30 direct Sales, \$ 210.00 silent auction and \$139.00 in donations. The only expense was the lunch we purchased for the volunteers on Saturday.

The Secretary-Treasurer advised the OMMC training course this year will take place in Ottawa 28 May - 3 Jun. Funds have been put aside to send at least one attendee. Last year Ronnie Tory was supposed to attend last year but was unable. It was agreed to confirm that she would be able to attend this year, Secretary-Treasurer to confirm.

Directors

Bill Rowbottom advised that he will be working with Dick Reynolds to continue to straighten out the compound and get rid of garbage and surplus items.

Wayne Dauphinee advised that the loan agreement was progressing and that he needed an up to date list of the vehicles. He also advised that there has been a lot of interest in our Oct Military Collectibles sale and that we may expand it to include participation of other local military museums.

Immediate Past President

Peter Laursen advised that he will be starting a new job and may not be available to assist in the museum for a while.

Museum Director

Ted Leaker brought up the discussion about extending our hours at least one Saturday a month to attract more visitors. More discussion to follow.

Museum Director advised that the locks to the gates have been changed, one for back gate, one for front. Museum has one set. If they are lost it will cost \$300 to replace.

Director advised that our letter to the BComd to remove vehicles from our SCA has been lost. A number of people are working on finding it or creating a new one before the BComd changes in the summer.

A replacement for the Canadian Forces Artifact Management System (CFAMS) is coming soon from DHH. It will still be the required to data base for all museums.

DHH has advised that due to budget cuts military museums would not be receiving any project money in FY 2017/2018. The Director still has some unspent funds from this FY which he can use for the next two years.

The Director confirmed that the Vimy Dinner was here at the Armoury on 8 Apr. There is also an event for at Bay St Armoury on the 9th of April. We have been asked to provide some static displays.

As there was no further business the meeting was adjourned at 11:00 hrs.

J.D. Braun

Secretary-Treasurer